

**PARK AND RECREATION COMMISSION  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on October 10, 2013 at Ramsey City Hall Council Chambers, 7550 Sunwood Drive NW.

Commission Members Present:      Vice Chair Shane Bennett  
   Commissioner Richard Chubb  
   Commissioner Andrew Fyten  
   Commissioner Thomas Mobry

Commission Members Absent:      Chairperson Angela Olsen (excused)  
   Commissioner Bridgett Barr (excused)  
   Commissioner David Minke (excused)

Also Present:                              Parks & Assistant Public Works Superintendent Mark Riverblood  
   Park and Recreation Intern Andrew Langholz

**1.      CALL TO ORDER**

Vice Chair Bennett called the Park and Recreation Commission meeting to order at 6:30 p.m.

**2.      CITIZEN INPUT**

None.

**3.      APPROVE AGENDA**

Motion by Commissioner Chubb, seconded by Commissioner Mobry, to approve the Park and Recreation Commission meeting agenda as presented.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Chubb, Mobry and Fyten.  
No: None. Absent: Chair Olsen, Commissioners Barr and Minke.

**4.      APPROVE MINUTES**

**4.01: Approve Park and Recreation Commission Meeting Minutes dated September 12, 2013**

Motion by Commissioner Fyten, seconded by Commissioner Mobry, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- 1) Park and Recreation Commission Regular Meeting Minutes dated September 12, 2013.

Motion carried. Voting Yes: Commissioner Fyten, Mobry, Chubb and Mobry. No: None. Absent: Chair Olsen, Commissioners Barr and Minke.

## **5. COMMISSION BUSINESS**

### **5.01: 2013 Summer Event Series Recap**

Parks & Assistant Public Works Superintendent Riverblood and Park and Recreation Intern Langholz reviewed the Draw 2013 Summer Event Series kicked off with the City of Ramsey's own RJM Distributing and Killebrew Root Beer on June 20<sup>th</sup> and continued through the summer to the Park Patron Picnic on September 12<sup>th</sup>. The purpose of this case is to recap The Draw Summer Event Series and receive any feedback or comments. This is also an opportunity to mention all the sponsors in 2013 that helped cover the full cost of the events throughout the season. The weather for the concerts was nearly ideal all summer long, and attendance grew as the year went along – and over \$1300 in prizes were given away for the drawing at the Park Patron Picnic.

Photographs from each event were shown and explained by Park and Recreation Intern Langholz.

Vice Chair Bennett thanked Park and Recreation Intern Andrew Langholz for his work on these events. He also thanked the City of Ramsey Foundation and all the sponsors that made the summer event series possible.

### **5.02: Review of “Pocket Park” Policy**

Parks & Assistant Public Works Superintendent Riverblood reviewed periodically, the Park and Recreation Commission reaffirms its policy of not recommending the satisfaction of Park Dedication by acceptance of small park spaces or “pocket parks” for new plats – but rather that a more sustainable solution in using the equivalent proceeds (cash dedications) to focus on trail connections between larger neighborhood and community parks; and also further development of those larger existing parks. This last policy review was performed in the context of the multi-year City Owned Land Inventory project. An abstract of that exhaustive process and an excerpt of a part of the Final Draft Policy were provided for Commission review.

Riverblood reviewed as part of the aforementioned process, wherein neighborhood connections (trails) to community parks and other regional destinations were explored as a sustainable mechanism for recreation and access to the parks and open space system, trail priorities were identified. While there are hundreds of miles of potential trail-ways, routes and possible connections, there must be a priority assignment for considering new trails given the ever-present shortfall between funding for trails, and all the trail desires. These trail priorities may be thought of as two distinct categories:

- Short connections of trails or sidewalks that make “whole” a larger system of trails, or succinct and coherent connections to destinations.

- Trails that provide both neighborhood connections and are a route to community destinations; and are part of larger “arterial” trail system within the City.

Riverblood provided examples of the second category above are the Mississippi River Trail, the Lake Itasca Trail, the trail paralleling T.H. #47 or the emerging Trott Brook Trail. Also attached for Commission review is a City of Ramsey map that shows the City’s community park system with these connecting “priority” trails highlighted. This large, circuitous looped trail may be described as the Circle of Ramsey.

Parks & Assistant Public Works Superintendent Riverblood stated Staff recommends affirming the policy of not accepting small, unplanned-for park spaces as part of the Park Dedication processes – and rather, accepting cash for Park Dedication to be programmed for community parks and priority trails within Ramsey.

Vice Chair Bennett agreed this is the right policy from his perspective. Parks & Assistant Public Works Superintendent Riverblood noted the City Council went through a lengthy discussion and agreed the Park Commission is spot on for this policy.

Motion by Commissioner Mobry, seconded by Commissioner Chubb, to reaffirm the policy of not accepting small park spaces as part of the Park Dedication processes – and encourage accepting cash for Park Dedication to be programmed for community parks and priority trails within Ramsey..

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Mobry, Chubb, and Fyten. No: None. Absent: Chairperson Olsen, Commissioners Barr and Minke.

### **5.03: Recommend Park Dedication for Brookfield 4<sup>th</sup> Addition**

Parks & Assistant Public Works Superintendent Riverblood reviewed approximately 9 years ago the first phases of the Brookfield Addition were platted west of Nowthen Boulevard and south of Trott Brook in the north-center of Ramsey. Presently, a different developer is proceeding with the platting of 77 lots known as the Brookfield 4<sup>th</sup> Addition within the areas of the existing plat (26.8 acre Outlot A, Brookfield 3<sup>rd</sup> Addition). Park Dedication and Trail Fees for the original plat was satisfied by the construction of an approximate ¾ mile of bituminous trail paralleling the brook and another north/south trail adjacent to Nowthen Boulevard, extending beyond the plat, south to 167 Avenue. The purpose of this case is to recommend to City Council Park Dedication and Trail Fees for the proposed Brookfield 4<sup>th</sup> Addition.

Riverblood reviewed to satisfy the Park Dedication requirement, Staff is recommending a cash contribution. Pursuant to past planning for this area, and consistent with the Master Park and Trail Plan, no additional park land is required in this area south of Trott Brook. There are however, two important strategies planned for meeting the recreational needs of existing residents and future inhabitants of Brookfield 4<sup>th</sup> Addition; one of which is a trail connection from the existing trail in Brookfield, west to Variolite Street (and north of Central Park). The other would be a future community park in north-central Ramsey, likely north of the brook and in the vicinity of the Brookfield Addition(s).

Parks & Assistant Public Works Superintendent Riverblood noted on the trail connection above, this may be a near-term reality by virtue of the platting of Brookfield 4<sup>th</sup> Addition in two respects. The first is that the present value of the platting of 77 lots represents \$190,575 in cash Park Dedication. The Commission may make effective recommendation to City Council that these proceeds be held within the Park Trust Fund for the purpose of constructing the Trott Brook Trail from Brookfield to Variolite when a trail route (easement) is secured and full funding is available. The second aspect of a near-term opportunity to construct the above trail is that 21<sup>st</sup> Century Bank owns the land west of the proposed Brookfield 4<sup>th</sup> Addition, and has conceptually agreed to convey necessary trail easements to ultimately provide for the construction of this portion of the Trott Brook Trail (pending full funding). Discussions with the bank, developer and staff have acknowledged that if this trail easement is in place, staff may apply for a DNR trail grant as soon as 2014 to potentially bring an additional \$100,000 in needed external funding to this proposed extension of the Trott Brook Trail. The preliminary estimate for the extension of the Trott Brook Trail is a range of \$300,000 to \$400,000 for the boardwalk segments and \$45,000 to \$55,000 for those areas of this trail that can be constructed of bituminous.

#### Trail Fees

Riverblood reviewed relative to Trail Fees, staff is recommending a cash contribution (present value) of \$46,200. These funds could also be directed to the Trott Brook Trail from the Brookfield area to Variolite Street after one connecting link may be established within the existing plat (Brookfield 3<sup>rd</sup> Addition) and is shown on the attachment entitled "Trott Brook Trail to 170 St. Trail". As in the instance with the trail easement mentioned above, 21<sup>st</sup> Century Bank has verbally agreed to convey fee-title this outlot to the city (this outlot already has drainage and utility easement encumbrances upon it). The estimated construction cost of this short connecting trail segment is \$6,000.

Staff recommends that Park Dedication and Trail Fees are satisfied by cash payment at the time of Final Plat Recording and that the Development Agreement include an Exhibit consisting of a Letter, or Memorandum of Understanding that 21<sup>st</sup> Century Bank shall convey to the City, a trail easement from a publicly assessable point within Brookfield 3<sup>rd</sup> Addition, generally westward to the City Trail Corridor adjoining 21<sup>st</sup> Century Bank's holdings, for the purpose of future construction of the Trott Brook Trail and that the development agreement shall include that Park Dedication and Trail Fee proceeds from the Brookfield 4<sup>th</sup> Addition will be applied to the Trott Brook Trail, with the City applying for grant funds to supplement the Park Dedication and Trail Fee "gap" in funding for the Trott Brook Trail west of the Brookfield Addition.

Motion by Commissioner Fyten, seconded by Commissioner Chubb, to recommend to City Council that Park Dedication and Trail Fees are satisfied by cash payment at the time of Final Plat Recording, and that the Development Agreement include an Exhibit consisting of a Letter or Memorandum of Understanding that 21<sup>st</sup> Century Bank shall convey to the City, a trail easement from a publicly accessible point within Brookfield 3<sup>rd</sup> Addition, generally westward to the City Trail Corridor adjoining 21<sup>st</sup> Century Bank's holdings, for the purpose of future construction of the Trott Brook Trail and that the development agreement shall include that Park Dedication and Trail Fee proceeds from the Brookfield 4<sup>th</sup> Addition will be applied to the Trott Brook Trail, with

the City applying for grant funds to supplement the Park Dedication and Trail Fee “gap” in funding for the Trott Brook Trail west of the Brookfield Addition.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Fyten, Chubb and Mobry. No: None. Absent: Chairperson Olsen, Commissioners Barr and Minke.

#### **5.04: Update on Status of Elmcrest Park’s Community Building and Playground Planning Process**

Parks & Assistant Public Works Superintendent Riverblood reviewed the purpose of this case is to update residents and the Commission on the Elmcrest Park community building project and also discuss the process for planning for the spring 2014 playground and landscape project, also at Elmcrest. The City Council approved the preliminary plan and bid process.

Funding has been identified within the 2013 Parks Capital Improvement Plan. The 2014 CIP is being revised for consideration with this same playground and landscape installation project for spring or early summer 2014 installation.

Riverblood requested the Commission consider there be a call for proposals to a combination of playground vendors and landscape architects to plan and propose with a fixed pricepoint for a playground in the park. This could be not to exceed \$75,000 - \$100,000. The request for proposal would come before the Commission as soon as the November Park meeting.

The consensus was for the request for proposal to be reviewed at the November Park meeting. A Work Session prior to the regular meeting may be helpful to delve into the details.

#### **6. COMMISSION/STAFF INPUT**

Parks & Assistant Public Works Superintendent Riverblood indicated the Mississippi River Trail may begin construction within the Regional Park in November. Staff is determining which trails need overlay and one overlay was completed today. He reported a number of Fall Sports wrapped up for the season and there were 5000 people in Elmcrest Park for the October soccer jamboree.

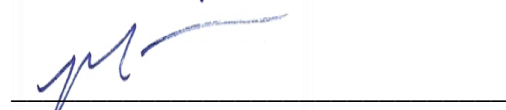
#### **7. ADJOURNMENT**

Motion by Commissioner Chubb, seconded by Commissioner Fyten, to adjourn the meeting.

Motion carried. Voting Yes: Vice Chair Bennett, Commissioners Chubb, Fyten and Mobry. No: None. Absent: Chairperson Olsen, Commissioners Barr and Minke.

The Park and Recreation Commission meeting adjourned at 7:10 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'M. Riverblood', is written over a horizontal line.

Mark Riverblood

Parks & Assistant Public Works Superintendent

Drafted by Debbie Wolfe

*TimeSaver Off Site Secretarial, Inc.*